



**HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
THURSDAY, JULY 23, 2009**

Acting Chairman Bob Henney called the meeting to order at 6:40 P.M. The meeting was delayed due to lack of quorum.

Roll Call: Present: Commissioners Patricia Brzezinski, Peter Hintz, Maria Veronico-Ventura and Acting Chairman Bob Henney. Also present: Tina Chitwood of RCEDC and Pat Scherrer, City of Burlington Building Inspector. Excused: Tom Stelling, Judy Stone and Joel Weis.

Citizens Comments: None

Approval of June 25, 2009 Minutes: Chairman Henney entertained a motion to approve the June 25, 2009 Minutes. Motion to approve made by Commissioner Hintz. Seconded by Commissioner Veronico-Ventura. All voted aye, motion carried.

140 W. Chestnut Street - Dale Bruesewitz

Sign Permit Application

Façade Improvement Grant Application (Sign)

Dennis Spankowski represented Mr. Bruesewitz for his Sign Permit Application. A color rendering was distributed showing colors forest green, gold and white. The sign presented would be one sign for four tenants. Building Inspector Pat Scherrer indicated that the sign could not go up prior to City Council approval. In addition the sign was not permitted by ordinance to be above the second story windows.

Mr. Spankowski indicated he was aware of both items explained to him. After some discussion, Commissioner Veronico-Ventura motioned to recommend approval of the Sign Permit Application for 140 W. Chestnut Street, as presented. Seconded by Commissioner Hintz. All voted aye, motion carried.

Mr. Bruesewitz submitted a Façade Grant Application for his proposed sign at 140 W. Chestnut Street. Maximum amount allowed of \$250.00. Chairman Henney entertained a motion for approval. Commissioner Veronico-Ventura motioned to approve the Façade Grant Application in the amount of \$250.00, maximum amount for signs. Seconded by Commissioner Hintz. There was no further discussion; all voted aye, motion carried.

129 E. Chestnut Street

Downtown Burlington Investment Group, LLC (William Stone)

Façade Grant Application

The Façade Grant Application for Downtown Burlington Investments Group, LLC was presented in the amount of \$4976.41. The work has not yet been completed and funds cannot be distributed until all façade work has been done, with lien waivers submitted or invoices paid, and visual inspection that HPC approved work has been completed.

After some discussion, Chairman Henney entertained a motion to recommend approval. Commissioner Hintz motioned to recommend approval of the Façade Grant Application for 129 E. Chestnut Street in the amount of \$4976.41. Seconded by Commissioner Veronico-Ventura. There was no further discussion; all voted aye, motion carried.

557 Milwaukee Avenue

Dennis Spankowski (1st Quest Investments)

Clarification of items included in the application for Certificate of Appropriateness

Tina Chitwood of RCEDC stated Tom Stelling had gone on site to review proposed items to be changed.

Dennis Spankowski presented a sample of fabric for the awning. The wood shingles have been removed. Mr. Spankowski stated he wanted to duplicate the top cornice in the area above the awning. The new cornice would be painted metallic gold and Barn Owl White and the top of the turret would also be painted metallic gold. In addition, decorative brackets painted metallic gold and Barn Owl White would be installed at both ends of the awning. Under the awning a new transom with decorative frames and decorative leaves painted Downing Sand and Barn Owl White would be installed, as presented in drawings provided.

Chairman Henney stated the proposed would have to go before the Common Council on August 1st for approval. Chairman Henney entertained a motion for approval. Commissioner Hintz motioned to accept the revisions as presented. Seconded by Commissioner Veronico-Ventura. All voted aye, motion carried.

256 E. Chestnut Street

Chocolate Expressions d/b/a Inside Scoop (Judy Lemieux/Nickie Sullivan-building owner)

Sign Permit Application and Status of Notice of Violation

Ms. Lemieux wished to apologize to the HPC Commission as she stated she did not know the sign for Inside Scoop was a violation. She felt there was a lack of communication and her intentions were not to put up a sign that was not HPC compliant.

The Commissioners asked if the sign for Inside Scoop was the logo for the business. If not, the font of the lettering would not be compliant. After some discussion, it was determined it was a logo, and therefore an allowable font. Pat Scherrer, Building Inspector stated the maximum allowed letter size is 12", and it would also have to be on the outside of the window.

Chairman Henney entertained a motion to recommend approval. Commissioner Hintz motioned to recommend approval of the Sign Permit for 256 E. Chestnut Street, as presented, subject to the size of the letters being verified by Pat Scherrer, Building Inspector. Seconded by Commissioner Veronico-Ventura. All voted aye, motion carried.

456 Milwaukee Avenue

One Stop Scrub Shop Matt Daniels-owner (Darrell Deavers, Burl Sign Co.)

Sign Permit Application

Façade Improvement Grant Application (Sign)

Mr. Spankowski presented the Sign Permit Application for 456 Milwaukee Avenue, and distributed a color rendering of the sign to be made of HDP board, sandblasted, like other signs in the HPC District. Colors to be burgundy, white and brown.

Pat Scherrer, Building Inspector was concerned if the size would meet code requirements for the upper façade coverage. Mr. Spankowski will provide the measurements to Pat Scherrer to determine percentage.

Chairman Henney entertained a motion to recommend approval. Commissioner Veronico-Ventura motioned to recommend approval of the Sign Permit Application for 456 Milwaukee Ave., as presented, as long as the percentage area meets HPC code, to be determined by Pat Scherrer, Building Inspector. Seconded by Commissioner Brzezinski. All voted aye, motion carried.

Façade Grant Application submitted for the sign at 456 Milwaukee Avenue, The One Stop Scrub Shop. After some discussion, Chairman Henney entertained a motion to recommend approval. Motion to approve \$250.00 made by Commissioner Hintz. Seconded by Commissioner Veronico-Ventura. No further discussion, all voted aye, motion carried.

324, 326, 332, 340 and 344 N. Pine Street

Kass Management (John Hobbs, Ken Parkett-owner)

Certificate of Appropriateness Application

Mr. Hobbs was present to discuss items he was proposing for the Certificate of Appropriateness Application. Mr. Hobbs indicated he would like to re glaze the windows and repaint them. He also would like to replace the rear upstairs door, with a French style steel door, and install missing brick molding, repair the bad bricks, and repaint the back door of 324 N. Pine Street white. He also indicated that the bricks in the back of the building were disintegrating and he would like to use cement mortar over them to prevent further deterioration.

Commissioner Veronico-Ventura excused herself from discussion due to conflict of interest. Chairman Henney stated there was not a quorum without Commissioner Veronico-Ventura, and although the Commission could give direction and advice, nothing could be voted on until the August meeting.

Commissioner Hintz explained the complete scope of the project should be presented at the August meeting. Chairman Henney stated that mortar over bricks was not typically allowed in the HPC District for repair or patching of bricks.

100 W. Chestnut Street, Oriental Heating Oasis and Wellness Center (Charlotte Angelini, Date Bruesewitz-building owner)

Certificate of Appropriateness Application

Sign Permit Application

Façade Grant Application (awning and sign)

Mr. Spankowski presented the Certificate of Appropriateness Application for 100 W. Chestnut Street. He stated the old awning would be removed and replaced with a new one. The framing would remain, with new fabric installed, of which a color rendering was provided. The lights under the awning would also be removed.

After some discussion, Chairman Henney entertained a motion for recommendation of approval. Commissioner Veronico-Ventura motioned to recommend approval of the Certificate of Appropriateness Application as presented. Seconded by Commissioner Hintz. All voted aye motion carried.

The Sign Permit Application for 100 W. Chestnut Street requested placing the sign in the windows on the front and side views of the building. The sign would be gold vinyl with the lettering style of Prisdent.

Chairman Henney entertained a motion to recommend approval of the Sign Permit Application for 100 W. Chestnut Street. Motion to recommend approval, subject to review by Pat Scherrer, Building Inspector for percentage of window coverage allowance, and as presented, made by Commissioner Hintz. Seconded by Commissioner Veronico-Ventura. All voted aye, motion carried.

The Façade Grant Application submitted for 100 W. Chestnut Street was for the amount of \$2150.00. \$1900.00 for the awning and \$250.00 for the sign. Chairman Henney entertained a motion to recommend approval. Motion made by Commissioner Veronico-Ventura. Seconded by Commissioner Brzezinski. All voted aye, motion carried.

152 E. Chestnut Street, Wisconsin Craftsman, Michael Melby (Tabled: 2/26/09,6/26/09)

Certificate of Appropriateness Application

Façade Improvement Grant Application

Status of Notice of Violation

Pat Scherrer, Building Inspector reported that fines for the violations would start, and that they will be per day fines. There being no additional items to report on 152 E Chestnut Street, it was tabled to the August meeting.

Discussion of Current Projects and Response Team Visits.

<i>Applicant/Business</i>	<i>Address</i>	<i>Project</i>	<i>Date Approved</i>
Dennis Spankowski/1 st Quest Investments <i>See Comments under tonight's discussion</i>	557 Milwaukee Avenue	Remove existing cedar shake shingle roofs/awnings. Install MDO plywood and paint plywood to match the rest of the building. Install aluminum awnings with Sombrell fabric. New: Discussed in #7 above.	6/25/09
Mike Sullivan/ Sullivan Real	256 E. Chestnut Street	Remove and replace aluminum T111	2/26/09

Estate Investments, Inc. <i>No New Updates</i>		windows, remove metal panels off outside of building in a few areas (to see what is underneath) and to do some tuck pointing New: No update from applicant to report on approved portion of the project and no additional information received to clarify unapproved portion of the project.	
Karen Gabriel Webster/Frank Troost (Exclusively Yours Floral) <i>Applicant has not provided colors</i>	133 E. Chestnut Street	Repairs, caulking, tuck pointing, and replacement of two upper picture windows with vinyl windows Update: Windows are done; tuck-pointing is done, painting to be done in July 2009. New: Paint colors are not yet reviewed/approved by Staff.	11/20/08, 06/25/09
Bill Stone / Shy Violet Antiques <i>See Comments under tonight's discussion</i>	129 E. Chestnut Street	Removing the paint, replacing the windows and removing the existing wood above the windows and to restore the bulkheads below with paint colors to match the adjoining buildings. Update: Roof and HVAC are done. Bricks stripped and paint is off, tuck-pointing has started, bulkheads and 3 windows remain to be done. New: See #6 above.	2/28/08
Dale Bruesewitz/Burlington Floral <i>Completed</i>	140 W. Chestnut Street	Installing and painting wood panels below the storefront. Installing and painting molding around the wood panels. Color is Peace Yellow New: Done per applicant 7/7/09. See project completion photo.	9/27/07
Kathryn Martell <i>Façade Done - Remove from list</i>	173 E. Chestnut Street	Substantial Façade Improvements to be made. Window, door and bulkhead replacement. Windows and trim on 1 st -, 2 nd -, and 3 rd - floors to be painted Renwick Olive. Remaining trim and bulkheads to be painted Downing Sand. New: Façade portion of the project finished per applicant.	6/28/07
Hansen Oil/ Dale Bruesewitz <i>No New Updates</i>	148 W. Chestnut Street	Roof railing to be painted Skelly Red. (FYI: Fence related to conditional use was tabled at 11/20/08) New: No update from applicant to report.	09/25/08

Review of Grant Funding Status

To date, \$29,698.53 of Façade Grant Funds approved for projects, leaving \$20,301.47 of un-obligated grant funds. \$18,019.25 of the approved funding has been distributed to completed projects, the actual balance remaining of Façade Grant Funds for Round #3: \$31,980.75.

There being no further items for discussion, Chairman Henney entertained a motion for adjournment. Motion to adjourn made by Commissioner Hintz. Seconded by Commissioner Brzezinski. Chairman Henney adjourned the meeting at 7:42 P.M.

Minutes Respectfully Submitted By:

**Deb Rintamaki
Department of Public Works**